UID / RFID WORKING GROUP
MEETING MINUTES

14 JUNE 2004

1. General: The UID / RFID Working Group Meeting was conducted on 14 June 2004 from 1400-1500 in the Logistics Operations Center (LOC). The agenda for the meeting is included as enclosure (1). The attendees list is provided as enclosure (2).

2. Purpose: The purpose of this meeting was to provide a report on the Depot Maintenance UID IPT meeting held in Huntsville, AL on 19-20 May 2004, to report on the USMC RFID Summit conducted on 25-27 May 2004 in Stafford, VA, to relay information gathered at the CTC PDA demonstration in Jacksonville, FL on 3 June 2004, and to introduce the need to document our "as-is" business processes to better determine where to insert the RFID technology in order to ensure the most benefit is gained.

3. Points of Interest/Issues/Discussion: The discussions at this Working Group meeting are provided below:

➢ Mr. Greg Russell introduced two new attendees from the Maintenance Directorate; Mr. Timothy Davis, the application point of contact for the Penn State phased pilot project, and Ms. Lori Brents, a co-op mechanical engineer from Georgia Tech.

➢ The Air Force is, once again, hosting the DoD Parts Marking Forum in St. Louis on 17-19 August 2004. Mr. Greg Russell attended the last one, conducted in December 2003, and encourages maximum participation from LOGCOM as this is the premier event regarding part marking technologies and discussions.

➢ The Depot Maintenance UID IPT meeting was held in Huntsville, AL on 19-20 May. Representatives from the Maintenance Directorate and the Maintenance Centers were in attendance. Mr. Russell briefed that it quickly became an educational forum vice an IPT meeting since many of the participants from the other Services were new to UID and the OSD mandates associated with it. The Army's CH-47 program is still in the planning stages for part marking, but have marked very few parts. The Air Force is not prepared financially to implement UID, but continue to plan for its implementation.

➢ Representatives from Penn State are planning to approach LTC Clark (OSD representative and Depot Maintenance UID IPT lead) within the next two weeks to request funding for Phase II of the phased pilot project. Based on the Marine Corps' ability to move out quickly and implement a UID capability within the depots, Mr. Russell believes the OSD funding may be a possibility. If so, Phase II will be re-defined to include actual part marking as opposed to just an extension of the analysis conducted during Phase I. One possible candidate for Phase II may be the small arms lockers that are presently managed by Fleet Support Division. Phase II will be expanded to include all areas that will be effected by the integration of a part marking capability within the depots, such as technical manual updates, business process improvement and documentation, and PM involvement. The cost of implementing a UID pilot is estimated at $750-800K per depot.

➢ A UID 101, "The Basics", document has been developed by OSD as an introduction to UID. It will be added to the UID / RFID Working Group website within the next few days.

➢ Ms. Pat King and Ms. Kim Wilbanks provided an update from the USMC RFID Summit held in Stafford, VA on 25-27 May 2004. Major Robinson, the HQMC RFID POC, is PCS'ing and is being replaced by Major Newsome. Two topics were discussed during the Summit; a HQMC RFID policy, which is not expected to be published until after the final OSD policy is released in July 2004, and a USMC RFID Implementation Plan, which is presently being drafted. Break-out sessions were conducted for the areas of embarkation, supply and TMO, which reported out based on a set series of topics each group addressed. These results will be used to help formulate the draft Implementation Plan.

➢ Mr. Greg Russell mentioned the opening of the NBC test facility here in Albany. Mr. Russell's previous discussions with Mr. Jack Hart, PM NBC, indicated an interest on the part of Mr. Hart to RFID tag some of the NBC assets. Ms. King and Ms. Wilbanks are pursuing this as a possible RFID pilot program for LOGCOM.

➢ Ms. Pat King and Ms. Kim Wilbanks briefed the outcome of the CTC PDA capabilities demonstration conducted in Jacksonville, FL on 3 June. CTC is planning to expand their current corrosion data capturing application to incorporate RFID technology and would like to work with the Marine Corps to further facilitate this effort. In order to better determine a possible requirement for this capability and to support the overall implementation of UID and RFID within LOGCOM, Ms. King and Ms. Wilbanks will be scheduling a Business Process "As-Is" Analysis and Documentation Meeting within the next few weeks. The results of this effort will assist greatly in identifying those areas that can truly benefit from the UID and RFID technologies.

4. Considerations/Key Points:

➢ **Significant Issue:** The Air Force is officially requesting an extension from OSD on the UID implementation dates. The Navy has verbally agreed with the extension request.

➢ **Significant Issue:** The report due from Phase I of the Penn State phased pilot project has been delayed from 31 May to 31 July due to the reluctance of the Navy depots to allow the project POC's on-site.

➢ **Significant Issue:** The SYSCOM PM's must be involved! The requirements associated with UID and/or RFID should come to LOGCOM through the acquisition documents and/or the SYSCOM PM's. They should be determining such things as where the mark should be placed on the part (through collaboration with the Equipment Specialists), how the part should be marked, the drawing changes required, and addressing the legacy equipment concerns (i.e., what is cost effective to mark and what isn't). The depots do not have the authority to make these decisions. Also, the type of marking and its durability should also be considered given the process some equipment goes through at the Maintenance Center (i.e., sanding, blasting, painting, etc.).

➢ **Significant Issue:** Interoperability is a must! Considerations should be given to the Joint environment we operate in when acquiring technology in support of these initiatives. It is imperative that we consider a Naval Corporate approach to addressing these OSD mandates.

5. Next Steps:

➢ Ms. King and Ms. Wilbanks will schedule and conduct a Business Process "As-Is" Analysis and Documentation Meeting within the next few weeks to assist in identifying those areas that can benefit from the insertion of UID and RFID technologies.

➢ Ms. King and Ms. Wilbanks will contact Mr. Hart regarding the possibility of conducting an RFID pilot project using NBC assets.

➢ The draft version of the minutes from this meeting will be forwarded to the Working Group for their review and comment. Once finalized, the minutes will be posted to the UID/RFID Working Group website.

UNIQUE IDENTIFICATION (UID) /
RADIO FREQUENCY IDENTIFICATION (RFID)
WORKING GROUP

MEETING AGENDA

14 June 2004

1400	General Information	Co-Chairs
1405	Report on Depot Maint IPT UID Meeting in Huntsville, AL (19-20 May 2004)	Greg Russell
1425	Report on USMC RFID Summit in Stafford, VA (25-27 May 2004)	Pat King Kim Tompkins Kim Wilbanks Brenda Williams

1440	Report on CTC's Capability Demonstration
	    in Jacksonville, FL (3 June 2004)
	    (Mobile Data Capture for Corrosion Data
	     with UID/RFID Expansion Possible)
		Pat King
		Kim Wilbanks

1450	Discussion of Business Process Analysis Efforts	Co-Chairs
1500	Adjourn	

Enclosure 1

LOGCOM UID / RFID WORKING GROUP June 14, 2004						
ORGANIZATION	REPRESENTATIVE	PRI / ALT	DIV / DEPT	EMAIL	PHONE (DSN)	INITIALS
PP&O	Pat King	Co-Chair	Current Ops	kingpc@logcom.usmc.mil	567-7528	X
	Kim Wilbanks	Co-Chair	Future Ops	wilbanksks@logcom.usmc.mil	567-7189	X
	Debbie Mixon	Alt	Future Ops	mixondg@logcom.usmc.mil	567-7267	
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Maintenance Directorate	Greg Russell	Pri	Engineering Dept	russellgj@logcom.usmc.mil	567-8072	X
	Mischa Sharpe	Alt	Engineering Dept	sharpemc@logcom.usmc.mil	567-6815	
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	Capt Mark Zipsie	Alt	Enterprise Int Div	zipsiemw@logcom.usmc.mil	567-7188	
SCMC	CWO Chris Peterson	Pri	55A	petersoncl@logcom.usmc.mil	567-6851	
	Tracy Watson	Alt	SCID	watsonte@logcom.usmc.mil	567-6465	
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	Lisa Brown	Alt	J4 - USMC Team	lisa.brown@dla.mil	427-1424	
DLA, DDAG (Ad-hoc)	Maj Mark Campaigne	Pri		mark.campaigne@dla.mil	567-6393	
	Patricia Anderson	Alt		patricia.a.anderson@dla.mil	567-5848	
SYSCOM (Ad-hoc)	Mike Barry	Pri	Acquisition Logistics	barryrm@mcsc.usmc.mil	567-5035	
Invited Guests	Timothy Davis		Maint Directorate	tim.davis@usmc.mil	567-6811	X
	Lori Brents		Maint Directorate	brentsla@logcom.usmc.mil	567-8077	X
Note: CC in the INITIALS column indicates representative participated via Conference Call.						

Enclosure 2